

CHILDREN'S JUSTICE ACT (CJA) TASK FORCE

California Emergency Management Agency (Cal EMA)

Law Enforcement & Victims Services (LEVS) Division

Thursday, September 10, 2009, 10:00 AM

Marriott Hotel & Marina, San Diego

Meeting Minutes

Members Present: Honorable Harry Elias, David Casey J.D., Lee Ann Kelly, Carol O'Callaghan, R.N., Sgt. Jay Smith, Tina Williams and Wendy Wright, M.D..

Members Absent: Cathy Stephenson, J.D., Elizabeth DeRouen, Donald Cohon, Ph.D., Michael Grogan, Honorable Troy Nunley and Dale Wilson, J.D.

Cal EMA Staff Present: Sally Hencken, Diana Mazuka and Leigh Bills, MSW.

Present by Conference Call: Catherine Stephenson, J.D. and Ellie Jones, MSW.

I. CALL TO ORDER

Harry Elias, Chair, called the meeting to order at 10:00 AM.

II. INTRODUCTIONS AND WELCOME OF NEW MEMBERS

Harry Elias welcomed new members and introduced himself (chair) and Cathy Stephenson (co-Chair). All members and Cal EMA staff introduced themselves.

III. OVERVIEW OF TASK FORCE

Harry Elias encouraged new members to participate fully in the meeting and to stop and ask questions as needed. Leigh Bills, Cal EMA Program Specialist, distributed a printed copy of the federal CJA Program Instructions and highlight relevant sections. Issues identified pertained to the:

- Keeping Children and Families Safe Act of 2003 which reauthorized the program;
- Eligible states and regions;
- Funding amount available and distribution method;
- Task force as requirement of eligibility;
- Responsibility of the Task Force;
- Required performance reports; and
- Activities of projects.

IV. Cal EMA ANNOUNCEMENTS

Sally Hencken, Victim/Witness Section Chief, updated the Task Force on the programs currently housed in the Victim/Witness Section. Sally explained the

distribution of Victim of Crime Act (VOCA) funds in California. Ms. Hencken updated the Task Force on the status of the American Reinvestment and Recovery Act (Recovery Act) funds within Cal EMA and, specifically, the Victim/Witness Section. Ms. Hencken reminded the Task Force Cal EMA employees continue to be required to take three furlough days each month and explain how this, coupled with the additional Recovery Act grants is creating very large workloads for staff.

Ellie Jones, Victim Services Branch Chief, updated the Task Force on the progress of the January 1, 2009 merger of the Governor's Office of Emergency Services and the Governor's Office of Homeland Security into one agency; the California Emergency Management Agency (Cal EMA). Ms. Jones informed the Task Force that an official organizational chart has not been released. Ms. Jones informed the Task Force that Cal EMA is in receipt of the Victim of Crime Act (VOCA) Award and that there are a number of bills which could potentially affect Victim Services but not which would specifically affect the CJA programs.

Leigh Bills, Program Specialist, informed the Task Force that the California CJA Application was accepted as submitted and that the only question regarding California's administration of the program was regarding the progress made on filling the Court Appointed Special Advocate membership requirement on the Task Force. Ms. Bills indicated she was pleased to respond that the position has been filled since the submission of the application. Ms. Bills informed the Task Force that the Request for Proposals (RFP) for the three competitive programs for 2010 (Human Trafficking of Minors: Law Enforcement Training Program, Children Exposed to Domestic Violence Specialized Response Unit Program, and Child Abuse Identification Health Care Provider Training Program) have been released and proposals are due back in late September and early October.

V. REVERTED FUNDS

Ms. Bills reviewed the updated CJA 2007 Reverted Funds Chart, noting the addition of \$54,869 reverted by the Regents of the University of California through the Child Sexual Abuse Examination Mentoring Program. Ms. Bills informed the Task Force that because of the short life of the funds (funds must be encumbered and billed to Cal EMA by October 31, 2009) Cal EMA used the Reverted Funds Reallocation Procedure to swiftly award the funds to the Child Abuse Victims with Disabilities: First-Responder Training Program. Funds will be used to provide additional trainings.

Cathy Stephenson made note of the pattern of tribal programs inability to spend funds during the grant period. The Task Force discussed tribal programs, the administrative struggles unique to this population and possible options for the future. Ms. Bills informed the Task Force that representatives from the Tribal Resource Specialist are on the agenda to present at the December 2009 CJA Task Force meeting. In addition to project representatives presenting at the next meeting the CJA Task Force requested the presence of the Cal EMA funded Program Specialist.

VI. MINIMUM STANDARD TRANSFER OF KNOWLEDGE WORKSHOPS

Ms. Stephenson gave the Task Force an overview of the history of the Minimum Standard, why they were developed, and past transfer of knowledge (TOK) workshops. The Task Force indicated a desire to determine if the document is relevant and up to date in terms of special populations. A sub-committee was developed to address this question and determine the best way to revisit this issue locally. The sub-committee will report back at the December 2009 CJA Task Force meeting. The sub-committee consists of:

- Cathy Stephenson;
- Kathleen Kady;
- Carol O'Callaghan;
- Richard Ruiz;
- Karl Porter; and
- Jeffrey Dent.

VII. CHILD VICTIMS WITH DISABILITIES THINK TANK (THINK TANK) LANGUAGE

The Task Force revisited the language developed by the Think Tank and discussed how applicable the language is to the programs we fund, how feasible the requirements would be for smaller programs with old facilities and if the language is redundant to the language which already exists in Cal EMA forms. The Task Force discussed this language at length and Wendy Wright made a motion to approve the following language:

The proposal or application shall identify how the program will serve children with disabilities. It shall specify how both program services and facilities serving children with disabilities are accessible (i.e., ADA compliant).

Annie Lynn seconded the motion and all members voted in favor.

Ms. Bills was instructed to inform the Think Tank of the Task Force's decision and invited them to the next meeting if they wish to discuss this further.

VIII. CHILD MALTREATMENT INVESTIGATION PROTOCOL AND TRAINING: FATAL AND SEVERE NON-FATAL PROGRAM PRESENTATION

Dr. Michael Durfee, from the Institute on Child Abuse and Neglect (ICAN) presented on the successes and status of the Child Maltreatment Investigation Protocol and Training: Fatal and Severe Non-Fatal Program, providing a wealth of statistical data collected by the project. Each Task Force member received a draft version of the protocol titled, Multi-Agency Identification and Investigation of Severe Nonfatal and Fatal Child Injury: Guidelines for Networking, Communication and Collaboration.

IX. MISCELLANEOUS

The Task Force set the following three meetings:

- Wednesday, December 2, 2009 in Sacramento;
- Thursday, March 4, 2010 in San Diego; and
- Thursday, June 10, 2010 in Sacramento.

X. ADJOURNMENT

The meeting was adjourned at 3:00 PM.